

**STEUBEN LAKES REGIONAL WASTE DISTRICT
BOARD OF TRUSTEES MEETING
NOVEMBER 29, 2023
23-11R
6:00 P.M.**

MEMBERS PRESENT:

Craig Rice
Abby VanVlerah
Rob Moreland (remote)
Jon Flaugh
Kelly Johnson
Mike Miller

MEMBERS ABSENT:

Renee Clauss

Also Present

Chris Nussbaum – Carson LLP
Steve Henschen – Jones Petrie Rafinski

Abby VanVlerah called the meeting to order at 6:00 p.m.

Abby VanVlerah read the following statement: At the end of the meeting, the public will be given an opportunity to speak. In the interest of time, each person shall be limited to three minutes. Your comments will be part of the public record of the meeting, so we ask that you present them in a professional manner and speak only to the matters at hand.

APPROVAL OF THE OCTOBER 2023 MEETING MINUTES CHANGES OR ADDITIONS.

The Board presented minutes of the OCTOBER 25, 2023, board meeting minutes for review and approval. Upon motion duly made by Kelly Johnson and seconded by Craig Rice, the Board unanimously approved the board meeting minutes OCTOBER 25, 2023.

FINANCIAL REPORTS

The financial reports, check register, project check register, bank account report, and claims for OCTOBER 2023 were presented for review.

The Revenue Report, Appropriation Report, Capital Expenditures, Accounts Payable Register, Fund Report with Investments, and Monthly Budget Report with Capital for OCTOBER 2023 were presented for review. Bryan Klein addressed Capital Expenditures to see that show we are where we are supposed to be with capital funds. Kelly Johnson moved, and Jon Flaugh seconded the motion, to accept and approve the OCTOBER 2023 financial reports as submitted, which motion was unanimously approved. (no roll call vote as Rob Moreland has not remoted in at this time)

ATTORNEY REPORT

- A. 2023-08 Amended and Restated Sewer Use Ordinance 11-29-23 1c: Chris Nussbaum addresses typo in ordinance section III-3 item O and III-3 item P. Previously listed the flashpoint of 140 degrees Fahrenheit and 60 degrees Celsius which is incorrect and too hot. The correction is 104 degrees Fahrenheit and 40 degrees Celsius. Those are the only two changes other than the introductory language that references the old ordinance number. We need to introduce and accept as IDEM is requesting. Craig Rice moved, and Kelly Johnson seconded the motion, to accept and approve the introduction of the Amended and Restated Sewer Use Ordinance 2023-08 as presented as submitted, which motion was unanimously approved. Each board member must vote in roll call due to Rob Moreland participating remotely. Each board member voted in approval of the Amended and Restated Sewer Use Ordinance 2023-08.

ENGINEERS REPORTS

- A. NED Phase 2 Project Update: Steve Henschen updates - Contract A with Selge Construction for the three large pump station replacements, they did get some tree removal done at the pump station #2 site. We/Selge coordinated with property owner to get this accomplished. Contract B with Niblock Excavating for the service area on the North end (In 750 to In 800) expects to start construction in January on the West side of the lake on County Road 300. Once that area is complete, they will work their way East on State Road 120. This is all weather permitting. The last piece is in that same Contract B, INDOT had been planning a culvert replacement project on State Road 120 right by the Lake Shack just South of In 800. This was going to be a conflict with our project as they wanted to get their project complete prior to our project was complete which meant we would need to do some temporary sewer line for 6 months. INDOT emailed us earlier this week and the project has been delayed until 2028. There will be no issues with completion of our project and everything we install will be clear of their future project as planned. Contract C is still on target for closing with the SRF in the winter of 2024 (between January and April). Our contractor does not plan to be on site until the end of 2024. Contract C covers In 820 to In 890 and the North side of Big Otter Lake.
- B. Lake View Estates – Acceptance of Infrastructure: The Lake View Estates development has been in the works for a while and the developers (Lake Side Investments LLC) are ready to move forward with selling their lots. It is off 225 W in Angola. The developers went through the Section II standards for the permit process and installation of the infrastructure of the sewer system. JPR inspected the work going in at the cost of the developer (The district paid JPR and the developer reimbursed the District). The construction is complete. The last two steps are the deed of dedication and a warranty bond the developer must submit to the District. Once received the District can sign off on the development. The County needs sign-off from the District to move forward with a final plat. The contractor has submitted a warranty bond close in format to what we need but Chris Nussbaum is asking that it be tweaked. Chris Nussbaum clarifies that it is actually the bill of sale and not the deed of dedication that should be referenced in our standards

and said that needs to be updated for the future. Chris asks the board to authorize Bryan Klein to execute the secondary plat and to execute a bill of sale and receive a warranty bond as long as engineering and legal give approval. We are very close. The bond is what may take a little time. The developer asked us for a letter, but Chris believes it is not a standard letter of non-objection that is being required by the County, but our sign-off on the plat. We cannot accept the infrastructure until the warranty bond is recorded but we can approve the plat now. The bill of sale simply transfers property from the developer to the District. The developer has given two bonds, but they were not exactly what was needed, and service will not begin until after the correct bond is submitted. Kelly Johnson moved, and Jon Flaugh seconded the motion, to accept and approve the infrastructure of Lake View Estates development as presented as submitted, which motion was unanimously approved. Each board member must vote in roll call due to Rob Moreland participating remotely. Each board member voted in approval of the infrastructure of Lake View Estates development.

OLD BUSINESS

N/A

NEW BUSINESS

- A. 2020 Vactor Truck 2000 Hour Full Service and Repairs: This vehicle is a nearly a half of a million-dollar piece of equipment with a lot of moving parts and hydraulics, they recommend for our warranty purposes a service every 2000 hours. It has taken us from late 2019 until now to amass those 2000 hours. The cost of this service is \$9,084.78 as the Brown Equipment Company quote shows. As this amount is past the \$5,000 cap for Bryan to approve, he is asking for approval from the board. Craig Rice moved, and Kelly Johnson seconded the motion, to accept and approve the quote for full service and repairs for the vac truck in the amount of \$9,084.78 as presented as submitted, which motion was unanimously approved. Each board member must vote in roll call due to Rob Moreland participating remotely. Each board member voted in approval of the infrastructure of Lake View Estates development.

- B. Lift Station 15 Transfer Switch for Generator: Evapar estimate for \$3,584.42 to replace parts and pieces of the transfer switch for the generator at lift station #15. Mike Miller asks if this is a standard cost for lift stations. Bryan Klein confirms we have 31 lift stations, and this is not considered a standard cost as it is not something we would have to replace often. Each lift station is powered by a standalone generator to ensure in the situation of a power outage, the stations will continue to operate, and sewage will not end up overflowing onto the ground. This transfer switch is what transfers from main power to the generator when main power is lost. This activates the generator. We have a maintenance contract with Evapar to take care of our normal servicing of the generators as well as a separate contract that locks in what they can charge us for these services. We advertise those contracts out to three different companies and take the lowest qualifying bid to ensure we are getting the needed services at the best possible price and hold them to their contract prices. No motion needed.

- C. Lab Total Suspended Solids Drying Oven: Total suspended drying oven for the lab is used for drying any solid samples taken from the plant to measure total suspended solids, which are numbers we have to report to the state and federal government every month. The oven is supposed to take 2 hours for the drying process and is now taking 6-8 hours and gradually getting longer over time. It is nearly 20 years old, and it is time for a replacement. Right now, we are able to use the current oven, but they have to remain in the oven over night to ensure samples are fully dry. The USA Bluebook quote for a new drying oven is \$3,119.88. No motion needed.

DISTRICT BUSINESS & OTHER GENERAL MATTERS

- A. 2024 Board Meeting Schedule and District Holiday Schedule: Craig Rice moved, and Kelly Johnson seconded the motion, to accept and approve the 2024 board meeting and district holiday schedules as presented as submitted, which motion was unanimously approved. Each board member must vote in roll call due to Rob Moreland participating remotely. Each board member voted in approval of the infrastructure of Lake View Estates development.

PUBLIC COMMENT

N/A

MOTION TO ADJOURN

There being no further business to come before the meeting, Jon Flaugh asked for a motion to adjourn. Such motion was made, Kelly Johnson seconded, and unanimously carried; the meeting was adjourned.